

## **PUBLIC WORKS/SAFETY COMMITTEE**

### **MINUTES**

The Public Works/Safety Committee of the Willmar City Council met on Tuesday, April 15, 2014, in Conference Room No. 1 at the City Office Building.

Present:	Ron Christianson	..... Chair
	Audrey Nelsen	..... Vice Chair
	Denis Anderson	..... Member
	Steve Ahmann	..... Member

Others present: Council Members Jim Dokken, Denis Anderson; Director of Public Works Sean Christensen; Chief of Police Dave Wyffels; David Little, "West Central Tribune."; Andy Bjur of Engan & Associates; Donovan Kuehl, Dave Stuhr "Willmar Rifle & Pistol Club"; Gary Gilman and Michael Gardner.

#### Item No. 1      Call to Order

The meeting was called to order by Chair Christianson at 4:47 p.m.

#### Item No. 2      Public Comments

No public comments.

#### Item No. 3      City Auditorium Report- Engan & Associates (Motion)

Andy Bjur of Engan & Associates presented the 2014 Master Plan for the Willmar City Auditorium in five steps and provided a potential order to be completed. The City entered into a contract with Engan & Associates in December of 2013 to conduct a study of the facility and recommend improvements and mitigation strategies. The City closed the indoor gun range and limited access to other areas of the building due to concerns regarding potential contamination from the range HVAC.

Questions were raised from the committee regarding the Americans with Disabilities Act requirements on the building. Requirements were questioned for the need of improvements to the Firing Range to make it operational, as well if it is the appropriate facility to house the range. It was discussed if Steps 1 (Hazardous Material (Lead) Abatement), Step 2 (Ventilation Equipment), and Step 3 (Firing Range Restoration) should be completed all at once rather than completing Step 3 at a later date.

A motion was made by Council Member Nelsen, seconded by Council Member Ahmann, to engage Engan & Associates to carry out Step 1 (Hazardous Material (Lead) Abatement), Step 2 (Ventilation Equipment) and to refer the gutter/water concerns options to staff to see if it could be immediately repaired by reprioritizing from within the maintenance budget. Step 3 (Firing Range Restoration) will be reviewed with the Americans with Disabilities Act mandates and staff will meet with the Willmar Rifle and Pistol Club to ascertain their commitment to the facility and operational participation. The motion carried.

#### Item No. 4      Archery Range Safety Planning (Motion)

The Archery Range Safety Planning was brought back to the committee for further discussion. Police Chief Wyffels presented final suggestions and proposed range designs. Also presented was a recent amended version of the proposal for safety guidelines submitted by Mr. Gilman on behalf of the archers.

A motion was made by Council Member DeBlieck, seconded by Council Member Ahmann to approve the three range design requirements and general range safety regulations and require a permit application to be approved by council. The motion carried.

Item No. 5      Bullet Proof Vest Grant Application (Resolution)

Police Chief Wyffels requested approval for the Willmar Police Department to apply for, and if awarded, participate in a Federal Bureau of Justice Assistance (BJA) grant which reimburses 50% of the cost to purchase bulletproof vests for police officers. This grant has been an ongoing grant in which the department has participated in for more than 25 years. Participation reduces the amount that would otherwise be incurred to maintain bulletproof vests for officers.

A motion was made by Council Member DeBleck, seconded by Council Member Ahmann, to grant permission to allow the Willmar Police Department to apply for and participate in the Federal Bureau of Justice Assistance grant for the fiscal year 2014 bullet proof vest program. The motion carried.

Item No. 6      Mower/Utility Cart Purchase (Motion)

The committee reviewed staff's requests to purchase one riding lawn mower with attachments and a utility vehicle from Haug Kubota for the Wastewater Treatment Facility in the amount of \$28,798; \$20,848 for mower/attachments after trade-in allowance of \$15,000 and \$7,950 for utility vehicle. The 2014 Capital Outlay Program includes \$33,000 for the purchase. The mower can also be used to blow snow, serving multiple purposes throughout the year.

A motion was made by Council Member Nelsen, seconded by Council Member Ahmann, to authorize staff to purchase a riding lawn mower with attachments and utility vehicle from Haug Kubota in the amount of \$28,798. The motion carried.

Item No. 7      Old Business

Police Chief Dave Wyffels noted that the jail census for April 15, 2014 was 72, and that the calls for service for the previous two weeks totaled 699.

Item No. 8      New Business

Council Member Ahmann brought for consideration the donation of city-owned property between 12<sup>th</sup> Street SE and 15<sup>th</sup> Street SE on Pleasant View Drive to be developed residentially. Chair Christianson commented that possibly all property that has potential to be donated be inventoried at a later date for review.

There being no further business to come before the Committee, the meeting was adjourned at 7:18 p.m. by Chair Christianson.

Respectfully submitted,



Sean Christensen, P.E.  
Public Works Director